

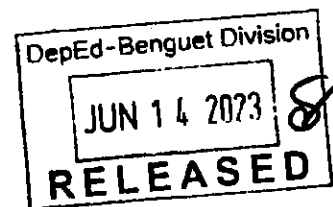


Republic of the Philippines
Department of Education
Schools Division of Benguet

June 13, 2023

DIVISION MEMORANDUM

No. 187, 62023



TO: Chief Education Supervisors
 Public Schools District Supervisors and Coordinating Principals
 School Heads
 Administrative Officers II and Administrative Assistants
 All Division Personnel Concerned

Provision of Technical Assistance on School Annual Implementation Plan Preparation for SY 2023-2024: Addressing Curricular Support Initiatives of Teachers and School Leaders based on Urgent Professional Development Needs under Project LIGAA shi Benguet (Leading Innovatory practice through Goal-Oriented and Altruistic Alliance (Phase 1))

1. In light of the updates and developments on the Basic Education Development Plan particularly the advent of MATATAG: *Bansang Makabata, Batang Makabansa*, in which all other plans across governance levels are to be aligned with, this office will hold **Orientation to All School Heads, Administrative Officers II and Administrative Assistants** (for schools that have both AOs and AdAses, only the AOs will participate) on the **SY 2023- 2024 School Annual Implementation Plan (SAIP) Preparation on June 26-30, 2023** at **Brentwood Apartelle, Brentwood Village, Barangay M. Roxas, Baguio City**. Below are the schedules and halls to be used for the various districts:

| District | Total Number of Pax | Number of Facilitators/ RPs | Room Assignment | Schedule (Date and Time) |
|-----------------------|---------------------|-----------------------------|-------------------------------|--------------------------|
| La Trinidad | 52 | 5 | Hall A – Ground Floor | June 26, 2023 |
| Bakun | 54 | 5 | Hall B – Middle Floor | June 26, 2023 |
| Sablan and Buguias | 102 | 5 | Hall C – Big Hall (top floor) | June 26, 2023 |
| Atok | 42 | 5 | Hall A – Ground Floor | June 27, 2023 |
| Kapangan | 52 | 5 | Hall B – Middle Floor | June 27, 2023 |
| Tuba and Tublay | 99 | 5 | Hall C – Big Hall (top floor) | June 27, 2023 |
| Itogon 1 | 42 | 5 | Hall A – Ground Floor | June 28, 2023 |
| Kabayan | 39 | 5 | Hall B – Middle Floor | June 28, 2023 |
| Bokod and Kibungan | 100 | 5 | Hall C – Big Hall (top floor) | June 28, 2023 |
| Mankayan and Itogon 2 | 100 | 5 | Hall C – Big Hall (top floor) | June 30, 2023 |



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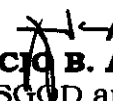
List of Resource Speakers and Facilitators

| | |
|--|-------------------------|
| Carmel F. Meris | OIC- Office of the ASDS |
| Lucio B. Alawas | CES, SGOD |
| Rizalyn A. Guznian | CES, CID |
| All Learning Area Supervisors/ District Guardians | EPS |
| Jeanette I. Kiong | PO III |
| Corazon C. Quipot | SEPS |
| Joven B. Agtani | EPSp II |
| Stephen P. Bulalin | SEPS |
| Florinda C. Pagoy | Accountant III |
| Florabel E. Buclay | AO V/ Budget Officer |
| Selected Administrative Officers II (2) | |
| All PSDS and DCPs | |
| Ide Liwanen | EPSp II |
| Jayson G. Gonzales | AdAs II |

- Teachers in-charge (TICs) who have teaching loads or who are not full-fledged schools heads shall leave appropriate activities and learning resources and shall ensure that there will be teachers to oversee their respective classes.
- Participants are advised to bring copies of their SIPs, accomplishment reports (status of SY 2021-2022 PPAs), other school data and performance indicators, laptops, and extension cords.
- Lunch and morning and afternoon snacks will be provided charged against SDO HRTD funds while transportation of the participants will be charged against school MOOE and other local funds; subject to the usual accounting rules and regulations.
- For guidance and dissemination.

SALLY L. BANAKEN- ULALLIM CESO V
Schools Division Superintendent

For the Schools Division Superintendent:


LUCIO B. ALAWAS
CES- SGOD and OIC, SDS

